

## PAPER CONSERVATION COURSE

The National Archives and Records Service (NARS) in partnership with the South African Preservation and Conservation Group (SAPCON) will be hosting a ten day Paper Conservation Course presented by Johann Maree from the University of Cape Town Libraries and Keith Seaford from the SA Parliament's Conservation Laboratory from 16 to 27 October 2006

**Course Structure:** The course is aimed at museum professionals or regular service providers to the heritage sector with a sound knowledge of preventive conservation.

### Course curriculum:

- Simple tools and how to use them
- Adhesives in paper conservation
- History of paper through various examples
- Grain direction of paper
- Materials in paper conservation
- Mending/repair flat paper objects
- Surface cleaning
- Checklist for flat paper objects
- Checklist for books requiring repair
- Testing media (pH)
- Float washing
- Flattening (rolled paper)
- Pamphlets
- Enclosures
- Mounting and hinging
- Refurbishing of bindings, dressings, etc.
- Hinge and joint repairs
- Needle repairs, Leather repairs
- Book Cradles
- Bindings with hollows
- Integrated pest management
- Exhibitions
- Monitoring the environment
- Emergency planning for paper-based collections
- Enemies of paper and bindings
- Bookbinding examples- identification – materials and styles
- Linings
- Tipping in of pages
- Furniture suitable for paper objects
- Lamination versus encapsulation

**Date:** 16 – 27 October 2006

**Venue:** National Archives and Records Service  
24 Hamilton Street  
Arcadia

**Cost:** R800, 00

Please note that the course is supported by the National Department of Arts and Culture and the above amount is to cover meals, materials and other overheads.

**Payments should be made to SAPCON:**

Account holder: SAPCON

Bank: ABSA Lynnwood

Branch: 334745

Account number: 54018 2906

Reference: *(Put your name and the word COURSE in the reference space on the deposit slip)*

Fax the slip to Gillian Condy at 012 804 3211

**Applications close on: 31 August 2006**

**Tools:** Basic tool kits can be purchased from the presenters. You can also bring your own tools as per list below.

**Contact:** Alexio Motsi

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0001

## Toolkit for workshop

- Pencil
- Mars plastic eraser
- Scissors
- Metal ruler
- NT cutter –Japanese Cutting Knife
- Eterna Bristle brush (size 6,7 or 8)
- 40mm Paint Brush
- Dividers (two prong- from mathematical set)
- Small weights (2)
- Sandpaper (fine grade)
- Bone folder (R80.00 –Available from Maree- reserve your bone folder by email.
- Roll of wax paper
- Two bricks covered in paper or cloth (please do not bring along if you are travelling from outside Pretoria to the course
- Two Melamine press boards (A4)- do not bring along if travelling from outside Pretoria to the course)
- Pair of knitting needles
- Two sewing needles
- Cloth for hands
- Three small containers for adhesives (small bottles -125ml- with lids will do)

You also need to bring to the course 1 small to medium size hardcover book (not paperback) that requires repair. The binding should not be of leather but cloth or paper.

You need to prepare a short talk on your institution and its collections (duration 3 minutes). Focus also on your specific preservation role (job description).

### **Conservation Experience:**

Provide a short description of your conservation experience and why you wish to attend this course. Applicants from institutions must provide official letters of recommendation from their institutions.

**Closing Date for applications: 31 August 2006**



